



State  
Forensic Science Bureau  
Republic of Latvia

# 17<sup>th</sup> EDEWG Business Meeting

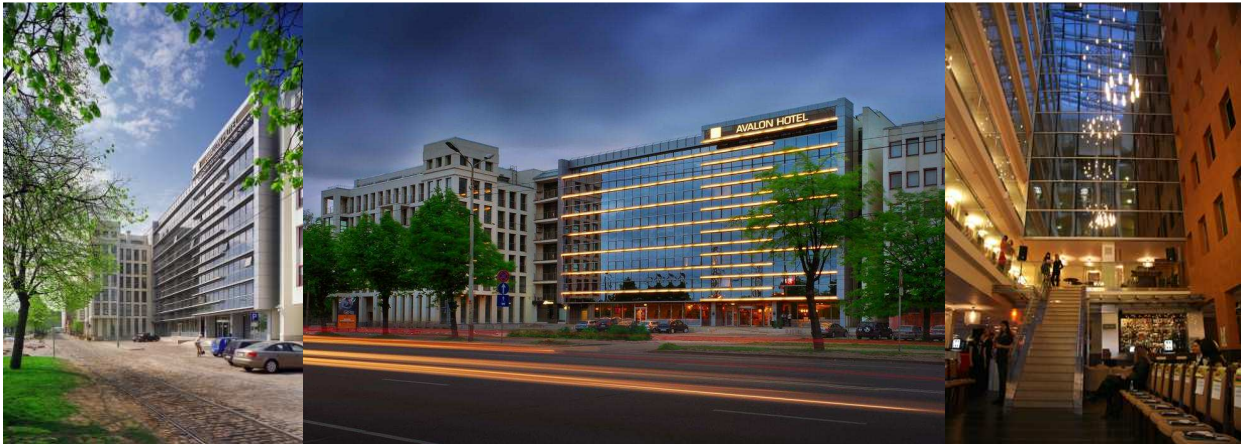
**RIGA 2017**  
**Latvia**  
**September 12/13, 2017**

The European Document Experts Working Group (EDEWG) Steering Committee (SC) and the Local Organizing Committee of the State Forensic Science Bureau (LOC) request the honour of your participation at the 17<sup>th</sup> EDEWG Business Meeting in Riga, Latvia, September 12-13.



## MEETING VENUE

The meeting will be held at **Avalon Hotel and Conferences**, 13.Janvara Str. 19, Riga, LV 1050, Latvia.



## ACCOMMODATION

50 rooms have been reserved at the **Avalon Hotel and Conferences** for period from 11.09.2017 till 14.09.2017:

Standard room	€ 65 single / € 75 double
Superior room single	€ 75 single / € 85 double
Junior Suite	€ 120
Suite	€ 150

If you wish to book one of these rooms please contact the Hotel directly, quoting the reference **VTEB1109/EDEWG** at: [Reservations@hotelavalon.eu](mailto:Reservations@hotelavalon.eu)

In case you need to cancel your reservation, 11<sup>th</sup> July is the last day to receive a 100% refund. More information at [www.hotelavalon.eu](http://www.hotelavalon.eu)

## REGISTRATION FEES

### Early registration fee (before June 6<sup>th</sup> 2017)

Members

€ 100

Associate Members / Guests

€ 120

### Late registration fee (after June 6<sup>th</sup> 2017)

Members

€ 150

Associate Members / Guests

€ 180

### Workshop fee

Members

€ 90

Associate Members / Guests

€ 120

Due to administrative reasons registrations after August 1<sup>st</sup> cannot be accepted.

The registration fee includes the admission to the coffee breaks and lunches, welcome reception and dinner during the social event.

## **PAYMENT**

The registration and workshop fee must be paid prior to the meeting. Payment at the registration desk cannot be processed.

Payment shall be made by bank transfer. The details are as follows:

<b>Name on the Account</b>	STATE FORENSIC SCIENCE BUREAU
<b>Address</b>	Upes street 1A, Riga, LV-1013, Latvia
<b>Registration No.</b>	90000355941
<b>Bank</b>	Treasury of the Republic of Latvia
<b>Bank address</b>	Smilsu street 1, Riga, LV-1919
<b>IBAN No.</b>	LV60TREL2190459003000
<b>SWIFT code</b>	TRELLV22

Please ensure you include the reference "**EDEWG 2017 and Your Name**" when making the payment.

After receiving your registration and payment, we will send you a confirmation letter by e-mail. The original copy of the invoice will be handed over at the conference registration desk.

The registration procedure at the conference is scheduled for September 11<sup>th</sup> – 12<sup>th</sup>.

## **WORKSHOPS**

During the meeting, one complex workshop dedicated to the new ENFSI/EDEWG database will be held. The project, which was financed by the Internal Security Fund - Police 2014-2020 of the EU has the title: Data platform for the combination of various databases and research-projects in the field forensic document examination - EU Project Monopoly N5. This workshop shall provide guidance how to use the new online database in future casework.

## **BUSINESS MEETING**

The Business Meeting is only open to EDEWG members, associate members and specially invited guests (written invitation only).

## PRELIMINARY CONFERENCE PROGRAM

### Monday, September 11<sup>th</sup>:

- Steering Committee Meeting;
- Registration will start at approximately 17:00
- Welcome reception at approximately 19:00

### Tuesday, September 12<sup>th</sup>:

- Registration
- Workshop
- Lunch
- Workshop (continuation)
- Business Meeting Dinner

### Wednesday, September 13<sup>th</sup>:

- Subgroup meetings
- Business meetings
- Lunch

*Please note that this is a preliminary program and subject to change prior to the meeting. The meeting program will be published in the beginning of August.*

## SOCIAL EVENTS

Welcome Reception

Dinner

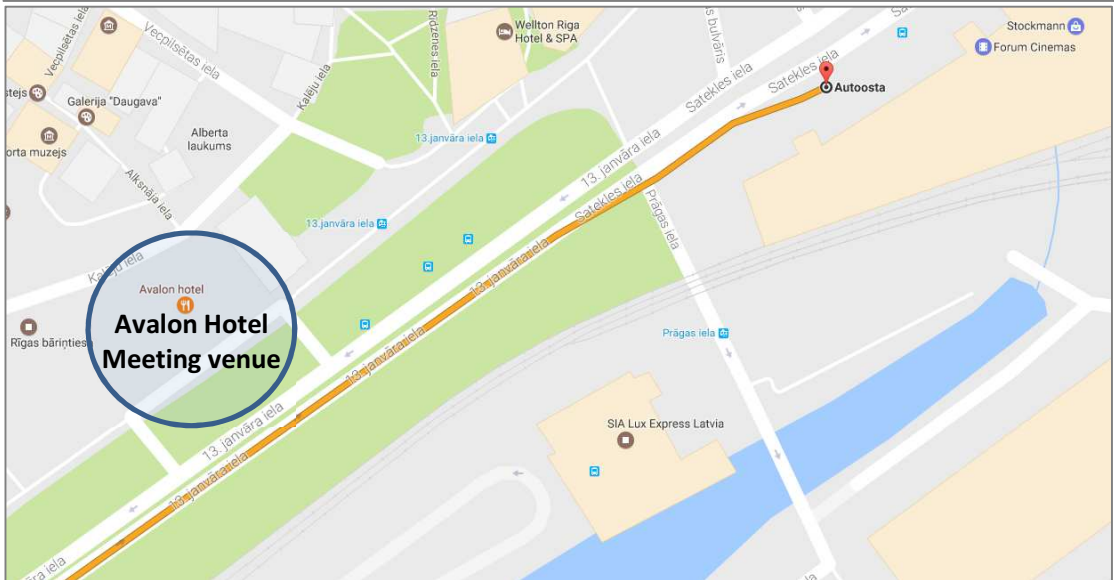
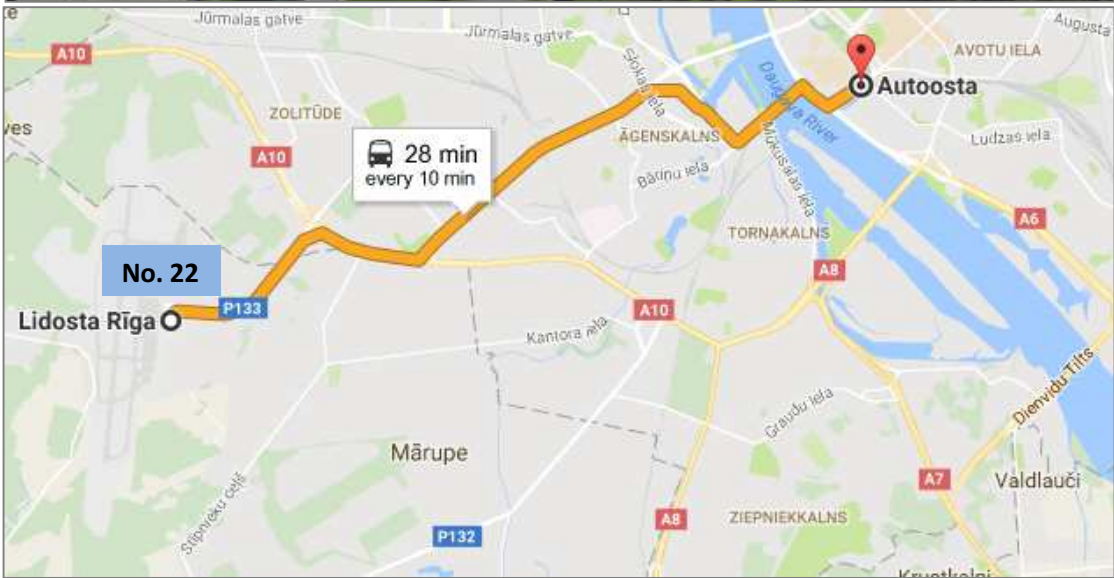
## GETTING THERE

The easiest way to reach the meeting venue at "Avalon Hotel and Conferences" is to take bus **No 22** in the front of the airport (stop "Lidosta Rīga") to the city centre (stop "Autoosta") and walk another 5-10 min by foot to the hotel.

Tickets can be purchased in public transport for € 1.50 or at kiosk: € 1.15 per trip.

More information about tickets at [www.rigassatiksme.lv/en/](http://www.rigassatiksme.lv/en/)

**Taxi:** From airport "Rīga" to the **Avalon Hotel and Conferences** cost ~ € 10.



## **GENERAL INFORMATION**

All the information and documents will be also available on the website:

<http://vteb.gov.lv/edewg>

<https://teamsite.police-online.eu>

<https://epe.europol.europa.eu>

The weather in Riga is usually sunny in September.

At the website [www.liveriga.com/en/](http://www.liveriga.com/en/) you will find more information about the city and also useful information about sightseeing, shopping, culture and entertainment.

## **GENERAL INFORMATION**

We look forward to hearing from you and hopefully seeing you in Riga!

On behalf of the Organizing Committee  
Vitālijs Freidenfelds

Head of the Document Investigation Department  
State Forensic Science Bureau  
[www.vteb.gov.lv](http://www.vteb.gov.lv)